

RITA FINANCE AND LEASING LIMITED

CIN: L67120DL1981PLC011741

Registered Office: D-328, Basement Floor, Defence Colony, New Delhi- 110024

E-mail: ritaholdingsltd@gmail.com; Website: www.ritafinance.in; Tel.: 011-46772202

To,
The Listing Department,
Metropolitan Stock Exchange of India Limited,
205(A), 2nd floor, Piramal Agastya Corporate
Park, Kamani Junction, LBS Road, Kurla
(West), Mumbai – 400070
MSEI Symbol: RFLI

To,
The Listing Department,
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai-400001
Scrip Code: 543256

Subject: Intimation of Book Closure for 42nd Annual General Meeting of Rita Finance and Leasing Limited (“the Company”)

Dear Sir(s),

This is to inform you that the 42nd Annual General Meeting of the Rita Finance and Leasing Limited (“the Company”) will be convened on Saturday the 30th day of September, 2023 at 01:30 P.M. at ‘Metro Grill’ 415, 4th Floor, Citi Centre Mall, Sec-10, Rohini, New Delhi-110085 in compliance with the provisions of the Companies Act, 2013 and rules framed thereunder and SEBI (Listing Obligations and Disclosure Requirement) Regulations, 2015.

In terms of Section 91 of the Companies Act, 2013 read with Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 notice is hereby given that the Register of Members and Share transfer books of the Company will remain closed from Sunday the 24th day of September, 2023 to Saturday the 30th day of September, 2023 (both days inclusive) for the purpose of Forty Second Annual General Meeting of the Company. The cut-off date for e-voting by the Members in the said Annual General Meeting is fixed for 23rd September, 2023.

**Thanking You,
For RITA FINANCE AND LEASING LIMITED**

**Shubham Joshi
(Company Secretary and Compliance Officer)
Off. Add.: D- 328 Basement Floor
Defence Colony New Delhi- 110024**